



Underground Storage Tank (UST) Temporary Closure Instructions

INSTRUCTIONS

What is Temporary Closure?

Temporary closure of is a way an underground storage tank (UST) or UST system can be taken out of service for a short period of time, usually less than 6 months, while remaining in compliance with the UST Regulations. It is not an alternative to permanent closure or tank removal, and the owner must continue to comply with most leak detection and prevention requirements. Facilities which are temporarily closed are still required to have an ICC-certified Class A, Class B, or Class A/B operator who performs monthly inspections, all corrosion protection systems must remain active and tested on the normal schedule, and all sumps, fills, and other manways must be kept free of liquid.

Why would I want to Temporarily Close a UST?

Any UST which has not been in use for greater than 30 days is required to either enter Temporary Closure OR be permanently closed and removed from the ground. If a UST is found to be not in use and does not have a valid Temporary Closure approval from DEM, the UST is considered abandoned and the owners may be subject to enforcement action, including financial penalties.

Who is eligible for temporary closure?

Any UST which is in compliance with the UST Regulations is eligible to be temporarily closed. Facilities with an active Letter of Non-Compliance, Notice of Intent to Enforce, or Notice of Violation are not eligible until the violations cited in these letters have been satisfactorily been addressed.

What do I need to do to prepare for Temporary Closure?

Any owner that wishes to temporarily close a UST system must complete the following steps:

- 1) All liquid must be removed from the UST(s). Most UST(s) cannot be fully emptied with the installed STP pump, so you will most likely need to hire a contractor with a hazardous materials vacuum truck to pump out any remaining liquid to ensure that there is < 1" of liquid at the lowest point of any tank.
- 2) All product lines must be emptied of all liquid, and the vent system must contain the appropriate vent cap to prevent the buildup of pressure.
- 3) All fills and tank access ports must have locking caps equipped with padlocks to prevent accidental fuel delivery or unauthorized tank access.
- 4) Electricity to all dispensers and UST pumps/STPs must be either physically disconnected or locked out/tagged out.
- 5) Complete the attached application and submit to DEM along with clear documentation which shows that items 1 - 3 have been completed

What kind of documentation do I need to submit?

- 1) You must submit documentation that shows that the UST(s) contain less than 1" of liquid at their lowest point. Acceptable forms of documentation include a paid invoice from a hazardous waste company showing that a vac truck was used to removal all contents of the UST, or a signed affidavit from a 3rd party contractor stating that the UST(s) contain <1" of liquid.
- 2) You must also include dated pictures showing that all fills and access ports have locking caps and are padlocked

How do I get a Temporary Closure?

All Temporary Closures must be approved by DEM. To apply, complete a Temporary Closure Application form and attach any required documentation and mail to:

Office of Waste Management - UST Program
ATTN: Leslie Gerundio
Department of Environmental Management
235 Promenade Street
Providence, RI 02908

Once your application has been received it will be reviewed by this office and a determination will be made. You will receive a letter from us notifying you of our decision and any further instructions. Incomplete forms or those missing original signatures or supporting documentation will not be processed and returned. Only the registered owner of the facility may submit an application - if you are submitting on behalf of someone else or another organization, you must provide documentation that you have signatory authority or power of attorney. Temporary closures should not be considered active until you have received written approval from DEM.

What are the limitations of Temporary Closure?

Initial Temporary closures are valid for 180 days, and extensions are available in 180 day increments. If you wish to extend a temporary closure, you must request the extension 30 days prior to the expiration of your current temporary closure. Temporary closures are generally limited to 365 days, however, additional extensions are considered on a case-by-case basis and require the submittal of a Site Investigative Report conducted within the past 90 days that is compliant with Rule 12.09.

If you have additional questions, Please contact our office at (401) 222-2797



Underground Storage Tank (UST) Temporary Closure Application

I. Facility Information:

Facility Name: DEM UST Facility ID #:

Facility Address:

City/Town: Zip Code:

Facility Type: Gas Station Residential Commercial/Industrial Local/State/Federal Government

Primary Contact: Phone #:

Primary Contact Mailing Address:

This Temporary Closure application is a: Initial Request Request for an extension to an existing temporary closure

II. Tank Information: Complete for Each Tank You Wish to Temporarily Close:

Tank ID#	<input type="text"/>	Tank Volume:	<input type="text"/>	Tank Contents:	<input type="text"/>	<input type="radio"/> Double Wall	<input type="radio"/> Non-Metallic or Coated Construction
						<input type="radio"/> Single Wall	<input type="radio"/> Steel Construction
Tank ID#	<input type="text"/>	Tank Volume:	<input type="text"/>	Tank Contents:	<input type="text"/>	<input type="radio"/> Double Wall	<input type="radio"/> Non-Metallic or Coated Construction
						<input type="radio"/> Single Wall	<input type="radio"/> Steel Construction
Tank ID#	<input type="text"/>	Tank Volume:	<input type="text"/>	Tank Contents:	<input type="text"/>	<input type="radio"/> Double Wall	<input type="radio"/> Non-Metallic or Coated Construction
						<input type="radio"/> Single Wall	<input type="radio"/> Steel Construction
Tank ID#	<input type="text"/>	Tank Volume:	<input type="text"/>	Tank Contents:	<input type="text"/>	<input type="radio"/> Double Wall	<input type="radio"/> Non-Metallic or Coated Construction
						<input type="radio"/> Single Wall	<input type="radio"/> Steel Construction

III. Temporary Closure Qualifications:

Do all UST(s) contain less than 1" of liquid? Yes No Note: You must attach documentation which clearly shows that each tank has been pumped out by a 3rd party and contains <1" of liquid at the lowest point

Have all product lines been emptied so no liquid remains? Yes No

Are all fill points and UST access ports capped and padlocked to prevent accidental delivery or tampering? Yes No

Does the UST system have a functioning vent system with an appropriate vent cap? Yes No

Does the facility have a Class A/B operator who will perform inspections monthly while in temporary closure? Yes No

Has electricity to the dispensers and STP pump been physically disconnected or locked out/tagged out? Yes No

Do you have any unsettled Letters of Non-Compliance (LNC) or Notices of Violation with DEM? Yes No

Date of Last Tank Tightness Test: Date of Last Line Tightness Test:

IV. Certification:

I understand that submittal of this application does not constitute an approval and that I should not assume temporary closure has been granted until I have been notified by DEM. I understand that temporary closure does not release me from responsibilities outlined in the Rules and Regulations for Underground Storage Facilities Used for Petroleum Products and Hazardous Materials and that I have reviewed and am able to comply with all applicable requirements. I understand that failure to meet these requirements may result in action by enforcement action by the Department, who may enforce financial penalties and future delivery restrictions. I understand that DEM may revoke approval of the temporary closure at any time for failure to comply with the conditions outlined above.

Owner Name (Please Print): Telephone #:

Owner Signature: Date: